

USOS web Jagiellonian University in Kraków

NEWS DIRECTORY MY USOSWEB STUDENT'S SECTION STAFF SECTION **COMMON SECTION** CONTACT

INDEX

MY DATA
 → my profile
 → photo for id card
 • uploading
 • help
 → bank account and tax office

STATISTICS
 → registrations
 → week coverage

ELECTIONS

GRADUATED

EMAIL ACTIVATION

PAYMENTS SUPERVISION

My profile
 See the attributes displayed on your staff member's page.

Photo for ID card
 Upload the photo to be used for your ID card.

Bank account and tax office
 Add or update info.

Statistics
 View statistics for registrations and student week coverage.

Elections
 Cast your vote in the internet elections, check election results.

Applications
 Fill and view applications and decisions.

Applications coordinating
 For employees who take part in coordinating student applications.

Mobile USOS
 Learn more about the Mobile USOS app.

Graduates
 Monitoring of the professional careers of the Jagiellonian University graduates

After logging to your Usosweb account, please go to common section and then choose applications.

From the list please find "Housing application for 2023/2024 academic year (JU Phd Students without MC). Please carefully find this position in the list because you will not be able to fill other application.

	Housing application for 2023/2024 academic year (JU Phd Students without MC)	in progress , 34 days until it ends [less] for doktorantów bez CM bezszkół doktorskich EN 2024-06-17 10:00 - 2024-07-21 23:59	Jagiellonian University in Kraków	2024/2025 academic year	details fill in
--	--	--	--	-------------------------	--------------------

Choose fill in

Housing application for 2023/2024 academic year (JU Phd Students without MC)

Page 1 - pool of places

go to the details of your application

CHECK SAVE NEXT

Please indicate a pool of places which your accommodation application concerns.

Pool selection

If any pool of places is missing, then contact a coordinator.

Select the pool in which you are applying for a place

Doktoranci

CHECK SAVE **NEXT**

Choose Doktoranci and then go next

Housing application for 2023/2024 academic year (JU PhD Students without MC)

Page 2 - application recipient

[go to the details of your application](#)

[BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)

Choice of recipient



Select the Commission with the name: **Application Processing - [your Department code]**

Select who will consider your application	
<input checked="" type="radio"/>	Komisja do obsługi Szkoły Doktorskiej Nauk Ścisłych i Przyrodniczych (Doctoral School of Exact and Natural Sciences)

[BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)

Choose appropriate committee to review your application (your PhD school or Housing committee of TD UJ). And click next.

Housing application for 2023/2024 academic year (JU PhD Students without MC)

Page 3 - personal data and study programmes

[go to the details of your application](#)

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)



Below is your personal data from the USOS system. Verify their correctness - if they are out of date, report it to your student office. The updated data will appear in the USOSweb after migration.

On the page 3 there will be your personal data about your mailing address, email and phone number. Please check correctness of this data. If there are some errors, please contact the secretary in your PhD school so that they will be able to change it.

If everything is correct choose Next

Page 4 - accomodation period and criteria

[go to the details of your application](#)

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)



The lack of documents that explicitly confirm the information contained in the application causes that the given circumstances, achievements or activities will not be taken into account when granting places in the dormitory!

The rules for the allocation of places in student's dormitories, including the criteria, can be found in the Regulations on Benefits for Students and Doctoral

<https://bip.uj.edu.pl/studia/regulamin-swiadczen>> .

The criteria for UJ students and doctoral students without CM can also be found under the Dormitories tab at <https://studiuje.uj.edu.pl/start>><https://studiuje.uj.edu.pl/start> .

On the page 4 please check the boxes if any of this claims applies to you. Please add appropriate document that confirms your claim. In case disabilities only authoritative medical decision is valid. In cases of voluntary work for JU letter (email print screen) from University professor/promotor will be valid.

Translation, edition of monograph, internships, conference participation and articles are only valid from 31.05.2023-01.06.2024. For example, if you wrote an article in 2019, you will get no points, but if you attended 3 conference in July 2023 and presented there a results of your research in foreign language, you will get 3 points (1 per each conference). So it is better to add as much of your achievements as possible. Please carefully choose and fill all valid poles with according documents in addition. The points that you are getting for this application will have an impact on your place in rating for single rooms and double single rooms.

If you fill all relevant fields, please choose next at the bottom of the page.

Housing application for 2024/2025 academic year (JU PhD Students without MC)

Page 5 - residents

[go to the details of your application](#)

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)



If the list above does not include family members or a guardian of a disabled person for whom you want to get a place in a dormitory, it means that the university does not have their personal data or consent to their processing has not been granted.

Consent form to the processing of personal data of a family member or guardian of a disabled person - JU students

Consent form to the processing of personal data of a family member or guardian of a disabled person - JU Medical College students

Students of the Jagiellonian University - the form should be printed, filled, signed, scanned and sent to the following address: stypendia@uj.edu.pl.

Students of the Jagiellonian University Medical College - please contact the Division for Education and Academic Careers (pomoc.materialna.cm@cm-uj.krakow.pl).

People for whom you are applying for a place in a Student's House

On page 5 you are choosing for whom you are applying for. If you are applying for other members of your close family (husband/wife, child) and he/she is already in system you can choose your data there. If you want to live with close family member, but there is no information of this person in usos, please contact Dział Spraw Stypendialnych (stypendia@uj.edu.pl), So that they will be able to add this person to the system

If you fill everything you want on the page 5, please choose next at the bottom of the page.

Page 6 - accomodation in the same students house

 go to the details of your application

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)

People with whom you want to share the same students house



Your suggestion will be taken into consideration only if each of the persons indicated by you will indicate you and all the other persons from your list.

Name	<input type="text" value="John"/>
Last name	<input type="text" value="Doe"/>
Student number	<input type="text" value="11111111"/>
ADD PERSON	

Name and surname	<input type="text"/>
Student number	<input type="text"/>

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)

On the page 6 you can choose neighbor that you want to live with (in double room). You need to fill this person's Name, Last Name and student's card. If you fill everything choose next. If you do not have preferred person to live with just go next.



On the page 7 you will get information about dormitory that you will be living in . All Phd students live in dormitory Bydgoska B. After review of information choose next

Find a place in the Student's House and add to your preferences

Search:

Filter: Bydgoska B

Showing elements 1..2 (out of 2) show all

Dormitory ^	Type of place	
Bydgoska B	single room	
Bydgoska B	place in a shared room	

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)

By clicking on the green arrow please choose order of preferences. In case choosing **single room as first preference also choose place in shared room a second choice**. If you will not do that your application will be returned to you to provide changes.

Supplementary information

Housing application for 2024/2025 academic year (JU PhD Students without MC)

Supplementary information

[go to the details of your application](#)

[BACK TO THE BEGINNING](#) [BACK](#) [CHECK](#) [SAVE](#) [NEXT](#)



Provide a reason for your request if you have special needs that the committee should consider.
Mark the statements that apply to you.

Justification

In the last page you can write additional information about justification to get single room or double room for single usage

Declarations

Oświadczam, że / I declare that:

In case of obtaining a place in a double room, I am applying for a room for independent use

In case of obtaining a place in a double room, I am applying for a room for independent use

[IMPORTANT] I need a Housing Confirmation document in order to legalize my stay in Poland. (Tick ONLY THEN if you need a certificate for the purpose of issuing a visa). The Housing Confirmation is issued after paying the reservation fee. To receive a Housing Confirmation document to legalize your stay, send the confirmation of payment of the reservation fee to the address welcome@uj.edu.pl

I have familiarised with the rules for allocating places in student's dormitory (Order No. 113 of the Rector of the Jagiellonian University of 7 September 2022) available on screen 4 of the application.

In the very bottom of the page you will find declarations. If you want to live in double room for single usage please choose please click in according places. If you need housing confirmation for Visa to can declare that there.

The Declaration: *„I have familiarised with the rules for allocating places in student's dormitory (Order No. 113 of the Rector of the Jagiellonian University of 7 September 2022) available on screen 4 of the application”* **Is mandatory to choose.**

Next—Register

If you will have additional problems in filling the application please contact:

kpm-doktoranci@uj.edu.pl